



Alexandria Township

Incorporated 1765

BUILDING DEPARTMENT

Phone: 908-996-7071 Ext 211

Fax: 908-996-4196

Certificate of Occupancy Checklist

- 1) Hunterdon County Department of Health 908-788-1351
 - a. Septic/as built
 - b. Water Test (mandatory)
- 2) Soil Conservation 908-788-9466
 - a. Letter of Completion
- 3) Driveway Approval 908-539-8291

Alexandria Township Engineer: Tom Decker

- 4) Warranty

A warranty is needed for any house being built by anyone other than the homeowner acting as his own contractor

- 5) Location Survey

Required before backfill inspection

- 6) Framing/Insulation checklist
- 7) Final COAH payment

Fee to be determined by the Township Tax Assessor

- 8) Certificate of Occupancy Application to be filled out and kept on file
- 9) Final inspections by all Subcodes indicated on permit
 - a. Building & Fire
 - b. Electrical
 - c. Plumbing
 - d. Mechanical (if applies)
 - e. Elevator (if applies)